

HOLLYWOOD MEDIA DISTRICT BID MEETING OF THE BOARD OF DIRECTORS

Musicians Union, 817 N. Vine St., Hollywood CA 90038
Thursday, February 25, 2016 – 3:30pm

MEETING MINUTES

Attending: W. Anabel, M. Ankney, D. Bass, S. Costello, L. Goldman, R. Groeper, R. Howard, T. Lee, , S. Loverro, J. Luster, M. Malick, B. Scane, J. L. Singer

Absent: C. Cassella, J. Hart, J. Massachi, J. Varet, F. Wehbe

Guests: L. Schechter, J. Omahen, A. Riskin, F. Vasco

I. Call to order

President Goldman called the meeting to order at 3:38pm

II. Introductions and Public Comments

Fabio Vasco, the BID's CPA was introduced. Adrian Riskin was introduced.

III. Approval of minutes (motion)

Jan. 28, 2015 BOD Meeting

On a Motion by Groeper, seconded by Luster, the board voted to approve the minutes.

IV. Committee Reports

A. Executive Committee (Goldman)

To engage the Board, Goldman stated that much of the BID's work will be done by committees and asked Board members to participate in the committee system. Goldman reviewed the committees encouraged members to serve on various committees. Groeper will be chair of Clean Committee and Lee was added to this committee. Costello and Groeper were added to the Safe Committee and Anabel to the Ad-Hoc Website Committee. A committee calendar will be circulated by ED

B. Finance Committee (Luster) (Taken out of order)

Luster introduced Fabio Vasco, the BID's CPA. Vasco read through and explained the 2015 Financial Review. On a Motion by Luster, seconded by Malick, the board voted to approve the 2015 Financial Review.

C. Executive Director Report (Schechter)

Schechter reported that we are now using QuickBooks Online. She said she is investigating possible and available grants to redo the landscaping of the medians on Highland Ave. By consensus the board approved the purchase of 15 new BID trash receptacles.

D. Nominating Committee (Bass)

Bass reported that the committee will be reviewing process and a selection of candidates for the replacement of Jennifer Wolfson who resigned in December. The Committee will also consider a pool of candidates for future seats on the Board

E. PLUM Committee (Bass, Wehbe)

Bass reported that the Committee would meet on the 1st Thursdays of the month.

F. Clean Committee (Groeper)

Groeper mentioned the purchase of the 15 new trashcans.

G. Safe Committee (Cassella)

Deferred to next board meeting.

H. Bylaws Committee (Anabel)

Deferred to next board meeting.

I. Website Committee (Singer)

Singer reported that an update will be provided to the Board at the next meeting.

V. New Business

(i) It was mentioned that there was an grand opening of the new offices of Hollywood Entertainment/Sunset and Vine BIDs starting at 5:30pm this evening.

(ii) Malick asked about changing the board meeting start time to 4pm. Ankney said 4pm would be too late and the board meetings need to be finished by 5pm and everyone out.

VI. Adjournment

There being no further business before the Board, President Goldman adjourned the meeting at 4:07pm.

*Respectfully submitted by,
Carol Casella, HMD Board Secretary
BY: Jim Omahen*

HOLLYWOOD MEDIA DISTRICT BID
Meeting of the BOARD OF DIRECTORS

Musicians Union, 817 N. Vine St., Hollywood CA 90038
Thursday, March 24, 2016 – 3:30pm

MEETING MINUTES

Attending: W. Anabel, M. Ankney, D. Bass, C. Cassella, L. Goldman, R. Groeper,
S. Loverro, J. Luster, M. Malick, B. Scane, J. L. Singer, J. Varet

Absent: S. Costello, J. Hart, R. Howard, T. Lee, J. Massachi, F. Wehbe

Guests: M. Demson, L. Schechter, J. Omahen

VII. Call to order

President Goldman called the meeting to order at 3:38pm

VIII. Introductions and Public Comments
none

IX. Approval of minutes (*Motion*)

Feb. 25, 2016 Board of Directors Meeting

On a Motion by Bass, seconded by Ankney, the Board voted to approve the minutes.

X. Committee Reports

J. Nominating Committee (Bass)

*Bass reported that the Committee had met and reviewed the process of and for nominations. He said the Committee interviewed Martha Demson and they unanimously agreed to recommend her to fill the open Board seat. He also added that Demson would be a good fit, being that she is associated with theatres in the District. **On a Motion by Cassella, seconded by Groeper, the Board voted unanimously to approve and accept Martha Demson onto the BID Board of Directors to fill a vacant seat.***

K. Executive Committee (Goldman)

Goldman presented a plaque to M. Malick and thanked him for serving as both past President and the Chair of BID Board. Goldman distributed a master list of BID Committees and their schedules. Goldman mentioned that the PLUM Committee will be considering a Specific Plan for the BID.

L. Executive Director Report (Schechter)

Schechter reported that our CPA, Fabio Vasco, had completed and filed our annual tax reportings. Schechter also told the Board that Lt. Cesar Acevedo has been promoted to Captain, and she is working on an RFP for security patrol services. She mentioned that she is working on Board policies, cleaning issues, and abating homeless encampments in the BID.

M. Finance Committee (Luster)

Luster distributed Budget verse Actuals, Profit & Loss, and Balance Sheet financial reports from Jan. through Feb. 2016. Goldman added that the BID will be changing banks to US Bank.

N. PLUM Committee (Bass)

Bass reported that the Committee had met and presentation was given by the ONNI Group regarding 6901 Santa Monica Blvd. project. He said the ONNI Group will be returning to a future Committee meeting with updates and addition information. Bass also said the Committee had a presenter from and representing the opposition to the Neighborhood Integrity Initiative.

O. Clean Committee (Groeper)

Groeper said the Clean Committee discussed BID tree replacements and proposal to change street sweeping in the BID.

P. Safe Committee (Cassella)

Cassella said the Safe Committee is reviewing the BID's contract with Universal Protection Services, and much of it is out dated. She mentioned that Schechter and her are working on an RFP for BID security patrol services. Cassella also said the Committee discussed discontinuing the BID's maintenance contract for the security surveillance camera system.

Q. Bylaws Committee (Anabel)

Anabel said this Committee has not yet met, and soon the current HMD Bylaws will be converted to an editable document. He added that the goal is to have a first draft of new bylaws in April.

R. Website Committee (Singer)

Singer and Schechter reported that an RFP for website design is nearly completed. Schechter added that the Media District also needs a new web host, and this is being investigated. Anabel said the goal is to have a new design and host, and to switch over by November 1st. JL mentioned this may be an opportunity to consider a HMD logo change, and Groeper added the BID may want to consider a name change. Goldman advised and referred these matters to the Executive Committee to initially consider.

XI. New Business

It was mentioned that there is a mixed-use project proposed for the corner of N. Highland Ave. and Melrose Ave., where currently now there is a 76 Station. The developers have contacted the BID and are concerned that the HMD Gateway Sign will be in their way. Schechter said she will follow up with this issue and there will be more info to come.

XII. Adjournment

There being no further business before the Board, President Goldman adjourned the meeting at 4:50pm.

*Respectfully submitted by,
Carol Casella, HMD Board Secretary
BY: Jim Omahen*

HOLLYWOOD MEDIA DISTRICT BID
Meeting of the BOARD OF DIRECTORS
Musicians Union, 817 N. Vine St., Hollywood CA 90038
Thursday, April 28, 2016 – 3:30pm

MEETING MINUTES

Attending: M. Ankney, D. Bass, C. Cassella, S. Costello, M. Demson, L. Goldman, R. Groeper, R. Howard, T. Lee, S. Loverro, J. Luster, M. Malick, B. Scane, F. Wehbe

Absent: W. Anabel, J. Hart, J. Massachi, J. L. Singer, J. Varet

Guests: S. Assil, V. Gopaul, E. Guerra, J. Omahen, L. Schechter

XIII. Call to order

President Goldman called the meeting to order at 3:35pm

XIV. Introductions and Public Comments

LAPD Hollywood Division, SLO Eddie Guerra was introduced and briefly spoke.

Sholeh Assil with US Bank was introduced. Assil said she was attending just at the beginning of this meeting to have Officers of the Board sign the official bank signature card, and she would then be leaving.

XV. Approval of minutes (Motion)

March 24, 2016 Board of Directors Meeting

On a Motion by Goldman, seconded by Malick, the Board voted to approve the minutes.

XVI. Committee Reports

S. Executive Committee (Goldman)

- a. Goldman said a new Arts Committee has been created and Martha Demson will be the Chair. Demson said she will be working on getting this committee going and organized.*
- b. Goldman said there are two Boardmembers that have been absent without notice for the past three Board meetings. She said according to the HMD Bylaws, three unexcused absences results in an open Board seat.*
- c. Goldman reported the Executive Committee has decided to form a working group to begin discussions about developing a Specific Plan for the Media District. The group would include herself, Bass and Cassella.*
- d. Goldman mentioned the importance of moving the Board of Directors through the agenda quickly and effectively. She said time limits for speakers in the future may be necessary to do this.*

T. Executive Director Report (Schechter)

Schechter told the Members she has found out that the City of LA had been billing Caltrans for their annual assessments. Furthermore, she now has found out that Caltrans was the wrong state agency to send the billings to. Schechter said now that this matter has been clarified, she is in the

process of making contacts and inquiries. Schechter also mentioned that 2am to 6am restricted parking signs have been installed along Sycamore Ave. and Citrus Ave. north of Santa Monica Blvd.

U. Finance Committee (Luster)

- a. Luster reported that the BID's 1st Quarter Report to the City has been submitted and there are copies included with the Members agenda packets. He also mentioned 1st quarter financial profit and loss totals with those attending.*
- b. Luster said the BID needs to decide whether to increase or not increase annual assessments for next year, and we are required to notify the City Clerk's office regarding this no later than June 1st. Discussion followed. **On a Motion by Malick, seconded by Wehbe, the Board voted unanimously to not increase property owners' annual assessments for 2017.***

V. Nominating Committee (Bass)

Bass said he and the Nominating Committee are working on identifying those who may be interested in the BID and possibly wanting to be on the Board. Groeper asked if there has been any consideration given to reducing the number of Boardmembers. Bass said this has come up, but he added that there would be candidates interested in filling available seats.

W. PLUM Committee (Bass, Wehbe)

Bass reported that the Committee had met and a presentation regarding concepts and benefits of a Specific Plan was given by representatives of Sheppard Mullin Richter & Hampton LLP.

X. Clean Committee (Groeper)

Groeper said the Clean Committee is reviewing tree trimming and watering, as well as general maintenance in the BID.

Y. Safe Committee (Cassella)

- a. Cassella said there is a meeting scheduled for next week with UPS, and she will have more information and options regarding deployment after that meeting.*
- b. Cassella said the Safe Committee had discussed the BID's surveillance security camera system and Metro Video Systems maintenance agreement with the BID. She said the Committee had recommended to discontinue the \$1240 monthly payment for maintenance. **On a Motion by Goldman, seconded by Wehbe, the Board voted unanimously to discontinue the \$1240 monthly payment to Metro Video Systems for maintenance of the Media District's security surveillance camera system.***

Z. Ad-Hoc Bylaws Committee (Anabel)

In Anabel's absence, Goldman said a red-line draft and samples of bylaws have been sent out to this committee. She added that a draft of the new proposed HMD Bylaws would be ready for review in May.

AA. Website Committee (Singer)

In Singer's absence, Schechter reported there have been some responses to the RFP she had sent out, and she mentioned that the final proposals are due on May 16th.

XVII. Old Business

Wehbe said that work will begin soon on the two new medians on Highland Ave.

XVIII. New Business

Schechter mentioned there is an LAPD Community Meeting scheduled for May 4th at Immaculate Heart High School beginning at 6:30pm. She also mentioned the Sim Group is locating to the old Kodak property and they will be having a grand opening on June 17th. An invitation will be sent out to the Board.

XIX. Adjournment

There being no further business before the Board, President Goldman adjourned the meeting at 4:50pm.

*Respectfully submitted by,
Carol Cassella, HMD Board Secretary
BY: Jim Omahen*

HOLLYWOOD MEDIA DISTRICT BID
Meeting of the BOARD OF DIRECTORS
Musicians Union, 817 N. Vine St., Hollywood CA 90038
Thursday, May 26, 2016 – 3:30pm

MEETING MINUTES

Attending: W. Anabel, D. Bass, C. Cassella, S. Costello, M. Demson, L. Goldman,
R. Groeper, R. Howard, T. Lee, J. Luster, M. Malick, J.L. Singer, F. Wehbe

Absent: M. Ankney, J. Hart, S. Loverro, J. Massachi, B. Scane, J. Varet

Guests: P. Holms, R. Moreno, N. Moss, J. Omahen, J. Rinaldi, L. Schechter

XX. Call to order

President Goldman called the meeting to order at 3:30pm

XXI. Introductions and Public Comments

Rita Moreno introduced herself as our BID's new point person in the City Clerks Office. She is replacing Rick Scott, who had been our go to person.

XXII. Introductions and Public Comments

Philip Holms and Nissan Moss spoke representing a new Animal Specialty Hospital that will be located on the northeast corner of Santa Monica Blvd. and Seward St. They said this new business will be open 24-hours and it will offer full service for animals. They mentioned there is an adjacent parking lot with 45 spaces immediately to the east of the building that will accommodate their staff and clients, and the open space at the front of the building will be a park-like area for their clients' animals. Opening is planned for early 2017.

XXIII. Approval of minutes (Motion)

April 28, 2016 Board of Directors Meeting

On a Motion by Webhe, seconded by Cassella, the Board voted to approve the minutes.

XXIV. Committee Reports

BB. Executive Committee (Goldman)

Goldman reported that the Executive Committee had voted to declare there is one seat on the Board of Directors now open. The seat was that of James Hart. Goldman mentioned that Jacques Massachi was excused today for not attending. Goldman reported that there will be a new ad-hoc committee to draft organizational policies and it will include herself, Bass, and Schechter.

CC. Executive Director Report (Schechter)

Schechter reported she is waiting a reply from the State regarding back-due assessments and hopes to hear back soon.

DD. Finance Committee (Luster)
Luster reported on and gave BID bank balances.

EE. Ad-Hoc Bylaws Committee (Anabel)
Goldman reported the Committee has been very busy and thanked all Committee Members for their work. She mentioned that a draft of the new HMD Bylaws will be circulated at the June Board meeting.

FF. Nominating Committee (Bass)
Bass reported that there was not a quorum for the last Committee meeting. Although, he mentioned that there will be 11 Board seats coming up and available for next year. Bass said the BID would be doing outreach to find potential candidates for open seats.

GG. PLUM Committee (Bass, Wehbe)
Bass reported that the Committee had been given a presentation by the architects for the newly proposed LGBT Center to be located at corner of Santa Monica Blvd. and McCadden Pl. Bass mentioned that the size and scale is impressive. Costello briefly explained what the new facility would include. Goldman mentioned that for the next PLUM Committee meeting Paramount will be presenting their Master Plan.

HH. Clean & Green Committee (Groeper)
*Groeper reported that Romano said that the 10 new trees to be planted along Santa Monica Blvd. and N. Highland Ave. would require watering, and there would be an additional cost to the BID at \$200 per month to do this. **On a Motion by Goldman, seconded by Wehbe, the Board voted unanimously to approve an additional \$200 per month to water the 10 new trees to be planted along Santa Monica Blvd. and N. Highland Ave.***

II. Safe Committee (Cassella)
Cassella reported that our current UPS deployment is at 11 officers. She also mentioned that UPS has been asked to give raises to our BID Security Patrol Officers.

JJ. Arts Committee (Demson)
Demson reported that she has been asking individuals if they would be interested in being on this Committee, and once she does this a meeting would be scheduled. She mentioned that she would like about 5 people on the Committee.

KK. Ad-Hoc Website Committee (Singer)
Singer reported that a number of RFPs have been received. He said he would like to narrow the number of RFPs down to 3 for consideration.

XXV. Old Business
Wehbe said that work will begin June 1st on the two new medians on Highland Ave.

XXVI. New Business

Schechter mentioned that the City will be doing asphalt resurfacing and lane restriping along Cahuenga Blvd. from Santa Monica Blvd. down to Melrose Ave., and that a letter will be going out to all those along this section of Cahuenga Blvd.

XXVII. Adjournment

There being no further business before the Board, President Goldman adjourned the meeting at 4:20pm.

*Respectfully submitted by,
Carol Cassella, HMD Board Secretary
BY: Jim Omahen*

HOLLYWOOD MEDIA DISTRICT BID
Meeting of the BOARD OF DIRECTORS
Musicians Union, 817 N. Vine St., Hollywood CA 90038
Thursday, June 23, 2016 – 3:30pm

MEETING MINUTES

Attending: W. Anabel, M. Ankney, D. Bass, M. Demson, L. Goldman,
R. Groeper, R. Howard, T. Lee, J. Massachi, JL Singer, F. Wehbe
Absent: C. Cassella, S. Costello, S. Loverro, J. Luster, M. Malick, B. Scane
J.Varet
Guests: M. Padilla (CIM), D. Yanikian & Jack (Dirango)

I. Call to order

President Goldman called the meeting to order at 3:35pm

II. Introductions and Public Comments

*Introduced Dirango (Diran Yanikian) web presentation and Michael Padilla (CIM Group).
Public comments none.*

III. Guest Presenters

IV. Ad-Hoc Website Committee (Singer)

*Dirango presented the website design strategy for the BID. The Ad Hoc Web Site Committee recommended Dirango as the preferred vendor for the web design work. **On a Motion by Groeper, seconded by Lee, to approve a contract for web design services for the BID. Motion Passed – Opposed Goldman, Abstained Bass, Scane.***

V. Approval of meeting minutes

May 26, 2016 Board of Directors Meeting

On a Motion by Groeper, seconded by Lee, the Board voted unanimously to approve the minutes.

VI. CLOSED SESSION

VII. Committee Reports

A. Executive Committee (Goldman)

Goldman reported that the BID was successful in collecting the past due Special Assessments from the Department of Motor Vehicles in the amount of \$75,902.21 with the assistance of Assemblymember Richard Blooms office. There will be no Board Meeting in July and the next Board meeting will be August 25th. Started pre-planning the Annual Stakeholder's meeting for September 22nd 5-8:30pm.

B. Executive Director (Schechter)

Schechter reported that Tim Harter with Assemblymember Bloom's office was instrumental in assisting the BID in collection with DMV. Efforts will continue on the remaining past due

monies with EDD in the amount of \$87,324.42. Multiple emails, calls and letters have been sent to different departments in the State agency.

C. Finance Committee (Goldman)

Goldman reported on and provided the BID bank balances in Luster's absence.

D. Nominating Committee (Bass)

*The Nominating Committee interviewed Miguel Padilla with CIM regarding his candidacy for filling the vacant seat of former Board Member, James Hart. CIM is a community corporate citizen; Miguel lives adjacent to the District, and is interested in serving on the Board. Nominating Committee recommends Miguel Padilla to be approved to fill the vacant seat of James Hart. **On Motion by Ankney, seconded by Groeper, the Board voted unanimously to approve Miguel Padilla to complete the remaining term of J. Hart to the Board.***

E. PLUM Committee (Bass, Wehbe) *Bass reported that the Committee made the recommendation to the Board to support the Paramount Pictures Master Plan and that a letter of support should be directed to City Planning for their upcoming CPC hearing on July 14th. **On a Motion by Anabel, seconded by Ankney to draft a letter in supporting the Paramount project, the Board voted unanimously to approve the support letter.** Wehbe will be following up with Tiger Development in regards to the Media's gateway signage that has been requested to be relocated for their mixed-use project. A scheduled site visit to Highland/Melrose will be scheduled to look at options for the gateway sign.*

F. Clean Committee (Groeper)

Continued discussion on the BID's urban forest, working on tree trimming schedule, planting missing trees on Highland/Santa Monica.

G. Safe Committee (Goldman)

*Safe committee made recommendation to move forward with a new UPS Contract for BID security. Goldman reports that the new contract will be 24/7, 520 hours per month, raises effective August 1, 2016. **On a Motion by Wehbe, seconded by Anabel, the Board voted unanimously to move forward with the new UPS contract.***

H. Arts Committee (Demson)

Demson reported that the first scheduled meeting for the Committee is on July 14th at 11am at Scared Fool Theater.

I. Ad-Hoc Bylaws Committee (Anabel)

Committee reports working on finalizing draft Bylaws for review.

VIII. Old Business - None

VIII. New Business

Goldman will be working on a Brown Act 101 Class for the Board.

IX. Adjournment was at 3:50pm

Next Meeting: August 25, 2016 - July's Board Meeting Cancelled

*Submitted by HMD Secretary, Carol Cassella
Prepared by Executive Director, Lisa Schechter*

HOLLYWOOD MEDIA DISTRICT BID
SPECIAL Meeting of the BOARD OF DIRECTORS

Musicians Union, 817 N. Vine St., Hollywood CA 90038
Thursday, August 4, 2016 – 3pm

SPECIAL MEETING MINUTES

Attending: W. Anabel, M. Ankney, D. Bass, S. Costello, M. Demson, L. Goldman,
R. Groeper, R. Howard, T. Lee, J. Luster, M. Malick, J. Massachi, Miguel Padilla,
B. Scane, JL Singer, J. Varet, F. Wehbe

Absent: C. Cassella, S. Loverro

Guests: none

XXVIII. Call to order

President Goldman called the meeting to order at 3:05pm

XXIX. Introductions and Public Comments

none

XXX. Approval of last meeting minutes

Deferred to next Board meeting to be held on August 25, 2016.

XXXI. Presentation of new HMD Bylaws

Bass explained to the Members the process of developing and drafting HMD's new bylaws; the new draft is compliant with all regulatory entities and has updated to current form.

On a Motion by Wehbe, seconded by Ankney, the Committee voted to change the draft bylaws as follows: ARTICLE VIII OFFICERS, Section 8.02 Election and Term of Office. Include: Each officer shall serve no more than two consecutive terms in office. Officers who have completed their maximum term in office may be elected to another officer position.

The Motion passed by a majority vote of the Members. Bass voted to oppose.

On a Motion by Goldman, seconded by Demson, the Committee voted to change the draft bylaws as follows: ARTICLE VII DIRECTORS, Section Executive Director. Renumber sections 7.07 – 7.18 by moving current Section 7.07 to the last section. The Motion passed with a unanimous vote of the Members.

On a Motion by Massachi, seconded by Ankney, the Committee voted to accept and approve the draft bylaws with the two changes heretofore so moved and approved. The Motion passed on a vote of 15-0-1; Varet abstained and Groeper was not present at the time of the vote.

XXXII. Adjournment was at 4:05pm

Next Meeting: Regular monthly Board meeting, Thursday, August 25, 2016

Submitted by HMD Secretary, Carol Cassella

Prepared by HMD Operations Manager, Jim Omahen

HOLLYWOOD MEDIA DISTRICT BID
Meeting of the BOARD OF DIRECTORS
Musicians Union, 817 N. Vine St., Hollywood CA 90038
Thursday, August 25, 2016 – 3:30pm

MEETING MINUTES

Attending: W. Anabel, M. Ankney, D. Bass, C. Cassella, L. Goldman, R. Groeper, R. Howard, T. Lee, J. Luster, M. Malick, J. Massachi, Miguel Padilla, B. Scane, J. Varet
Absent: S. Costello, M. Demson, S. Loverro, JL Singer, F. Wehbe
Guests: none

XXXIII. Call to order

President Goldman called the meeting to order at 3:50pm

XXXIV. Introductions and Public Comments – *none*

XXXV. Approval of meeting minutes (Motions)

June 23, 2016 Board meeting

Scane mentioned he did not attend but was included as attending. Correction will be made.

On a Motion by Anabel, seconded by Cassella, the Board voted to approve the minutes of June 23rd meeting with correction. Scane abstained from voting.

Aug. 4, 2016 SPECIAL Board meeting

On a Motion by Groeper, seconded by Anabel, the Board voted unanimously to approve the minutes of June 23rd SPECIAL meeting.

XXXVI. Committee Reports

LL. Executive Committee (Goldman)

Goldman reported there was no quorum for the regularly scheduled Aug. 12th Executive Committee meeting. She mentioned that the matter of BID advocacy for a traffic signal on Santa Monica Blvd. at Seward St. will move to the PLUM Committee. Goldman also mentioned a replacement tree has been planted along Melrose Ave. in front of the 76 Station. Goldman told the Board the BID's Annual Stakeholders meeting this year would be held on the evening of Thursday, Sept. 22nd on the rooftop of Line 204 on Seward St.

MM. Executive Director Report (Schechter)

Schechter reported that the second half of State of CA back-due assessments has been confirmed for payment to the BID.

NN. Finance Committee (Luster)

Luster reported on and handed out copies of the Media District's 2nd Quarterly Report to the City, and also he handed out to date financial reports. Bass asked if the BID's Security category is under the budgeted to date, and he also asked if the Security Patrol deployment could be reviewed. Varet questioned if for 2017 the Maintenance budget category would be increased. Goldman said the 2017 Maintenance budget category would be increased.

OO. Nominating Committee (Bass)

Schechter was asked to read off to the Members a list of the eleven current Boardmembers whos terms will expire at the end of this year. Bass said the Nominating Committee has scheduled a meeting on Tuesday, Sept. 13th to interview the eleven current Boardmembers, and this is provided all the eleven

chose to be re-nominated for the 2017 Board. Bass added that the Committee would also hold a meeting on Thursday, Sept. 15th to interview new candidates who apply for a seat on the Board. Bass said a Slate of Nominees will be determined on Thursday, Sept. 22nd at the Board of Directors meeting.

PP. PLUM Committee (Bass, Wehbe)

Bass told the Board that the next regularly scheduled PLUM Committee would be held on Thursday, Sept. 1st.

QQ. Clean & Green Committee (Groeper)

Groeper reported the Committee has been discussing BID tree replacements and the costs. He said the Committee has made a recommendation to replace 30 missing or damaged trees with 24" boxed new trees at an estimated cost of \$10,500. Groeper also mentioned the Clean & Green Committee would be deciding where to put the 15 new trash receptacles within the BID.

RR. Safe Committee (Cassella)

Cassella reported that Universal Protection Services is merging with Allied Security Services, and the new name will be Allied Universal Security Services. It was mentioned that the Media District's new draft contract for security should reflect the new name. She said the new draft contract for security services has been sent to D. Bass for legal review. Cassella added that the current 2016 BID Budget has \$730,000 for security, and that for 2017 this may change due to changes in deployment. Cassella also mentioned that the Safe Committee is still considering different makes of vehicles to replace the current Honda Element. Also mentioned was that Tim Harter from Assemblymember Bloom's office attended the last Safe Committee meeting, and he advised as to advocating for a traffic signal on Santa Monica Blvd. at Seward St. Cassella reported that the Special Meeting of the Safe Committee to address current issues regarding the LGBT Center, and matters concerning the new proposed Center, gave everyone attending a chance to be heard.

SS. Arts Committee (Demson)

Demson was not present to report. Schechter mentioned there was not a quorum for the regularly scheduled Aug. 18th Arts Committee meeting.

TT. Ad-Hoc Website Committee (Singer)

Singer was not present to report. Bass said he has reviewed the proposed contract with Dirango for website design and services and made some changes. He said he would send this to Goldman for signing.

XXXVII. Old Business

It was mentioned that the Greater West Hollywood Food Coalition's Board of Directors had vote to relocate the feeding program to the Salvation Army's location on Hollywood Blvd.

XXXVIII. New Business

none

XXXIX. Adjournment

*There being no further business before the Board,
President Goldman adjourned the meeting at 4:55pm.*

Submitted by HMD Secretary, Carol Cassella

Prepared by HMD Operations Manager, Jim Omahen

HOLLYWOOD MEDIA DISTRICT BID
Meeting of the BOARD OF DIRECTORS
Musicians Union, 817 N. Vine St., Hollywood CA 90038
Thursday, September 22, 2016 – 3:30pm

MEETING MINUTES

Attending: W. Anabel, M. Ankney, D. Bass, C. Cassella, S. Costello, M. Demson, L. Goldman, R. Groeper, R. Howard, T. Lee, S. Loverro, J. Luster, M. Malick, J. Massachi, M Padilla, B. Scane, JL Singer, F. Wehbe

Absent: J. Varet

Guests: L. Schechter, M. Edwards

I. Call to order

President Goldman called the meeting to order at 3:30pm

II. Introductions and Public Comments

Mark Edwards, MRE Communications, for PLUM's Neighborhood Integrity Initiative

III. CLOSED SESSION

IV. Approval of meeting minutes (Motion)

August 25 2016 Board Meeting

On a Motion by Luster, seconded by Malick, the Board voted unanimously to approve the minutes of the August 25th Board Meeting.

V. Committee Reports:

(A) Executive Committee (Goldman)

(i) Policies (Motion) Goldman refers to proposed policies which were approved in Executive Committee September 8th - Code of Civility, Code of Conduct, Code of Ethics, Document Retention, Whistle Blower. Goldman states that law requires two (2) Whistle Blower and Document Retention and the others were provided by the City Attorney/Neighborhood Councils.

On a Motion by Wehbe, seconded by Luster to approve the proposed policies, the motion passed by a majority vote of the Members. Padilla abstained.

(ii) Parliamentary Procedure (Motion) Goldman states Rosenberg's Rules of Order are preferred.

On a Motion by Cassella, seconded by Singer, the Board approves unanimously to use Rosenberg's Rules of Order.

(iii) Increase in 2016 Budget for Maintenance/Administrative approved by the Finance Committee and Executive Committee (Motion) .

On a Motion by Wehbe, seconded by Malik to approve the proposed increases to Maintenance category (\$50k) and Administrative category (\$10k), the Board approves unanimously to increase the 2016 budget in those two categories.

(iv) December Board Meeting & Holiday Party set for Thursday, December 15th. Goldman stated that possibly holding the event at Rao's.

(v)Annual Stakeholders Meeting and Celebration, following BOD meeting. Goldman stated to Boardmember to wear their new board badges to the Annual Stakeholders Meeting.

(B) Executive Director Report (Schechter)

Schechter reported that the second half of State of CA back-due assessments have been deposited into the BID account on September 15th. All back due State assessments have been paid. Schechter stated that staff has been working diligently this past month on the Annual Stakeholders Event.

(C) Finance Committee (Luster)

*(i) 2017 Budget (Motion) – Luster presents the proposed 2017 budget which was recommended by the Finance Committee on September 8th. **On a Motion by Goldman, seconded by Cassella to approve the 2017 Budget, the Board approves unanimously.***

(ii) Financial Update – Luster reported on and gave bank balances, profit & loss statement, and year to date financials.

(D) Nominating/Board Development Committee (Bass)

(i) 2017 Nominees (Motion)

*Bass, stated that the N/BD Committee held two separate meetings to interview candidates for the Board, i.e., a meeting at Grub Restaurant on September 13th for existing Board Members seeking reelection, and a meeting at office of Producers Film Center (7000 Romaine St.) on September 19th, 2016 for new applicants. **On a Motion by Luster, seconded by Goldman, to approve the Slate of the 10 nominees for election to the Board for a two year term commencing January 2017 – the Board approves the 2017 Slate.***

(E) PLUM Committee (Bass, Wehbe)

(i) CIM Project on 7007 Romaine Street (Motion)

*Bass/Wehbe reported that the Committee made the recommendation to support the 7007 Romaine project and that a letter of support should be directed to City Planning for their upcoming Zoning Hearing on October 19th. **On a Motion made by Goldman, seconded by Cassella to draft a letter of support for CIM's project on Romaine, the motion passed by a majority vote of the Members. Padilla recused, Anabel abstained.***

(ii) Neighborhood Integrity Initiative (Motion)

*Guest, Mark Edwards, spoke briefly to the Board about the initiative. Edwards stated that the Initiative is a housing ban that would indefinitely ban most new housing in Los Angeles, increasing rents, destroying jobs, and making the homeless problem even worse. **On a Motion made by Bass, seconded by Goldman to support the opposition of the Neighborhood Integrity Initiative by endorsing the Coalition to Protect LA - the motion passed by a majority vote of the Members. Cassella, Demson, and Loverro abstained.***

(F) Clean & Green Committee (Groeper)

Groeper reported the Committee has been discussing installation of new trashcans, tree trimming, landscape architect, and re-landscaping the medians on Highland. Working on scheduling meetings with landscape architect as well as tree trimming company within the next month.

(G) Safe Committee (Cassella)

Cassella reported that the committee has identified the Honda CR-V as the new proposed security vehicle. Approximate cost \$33,000 with includes light bar, spotlight, radio, and vehicle wrap. This recommendation is now moving to Finance Committee for consideration. Universal Protection Services contract is with UPS legal department and should be completed by the end of the month – ready for signature.

(H) Arts Committee (Demson)

Demson mentioned there was not a quorum for the regularly scheduled September 15th Arts Committee meeting. Will be working on medallions, necessary permits, scheduling meeting with original designer of the medallions. Also mentioned that Demson and Cassella will be reaching out to possible committee members.

(I) Ad-Hoc Website Committee (Singer)

Singer has turned the contract with Dirango over to Schechter to finalize. Schechter stated that she would finalize the contract within the next two weeks ready for Bass review and Goldman signature.

VI. New Business

Goldman mentioned that there would be a joint PLUM/SAFE Committee meeting to discuss the LGBT campus project within the next couple of weeks.

VII. Adjournment

There being no further business before the Board, President Goldman adjourned the meeting at 4:34 p.m.

Next Board Meeting Thursday, October 27th, 2016 at 3:30pm

Submitted by HMD Secretary, Carol Cassella

Prepared by HMD Executive Director, Lisa Schechter

HOLLYWOOD MEDIA DISTRICT BID
Meeting of the BOARD OF DIRECTORS
Musicians Union, 817 N. Vine St., Hollywood CA 90038
Thursday, October 27, 2016 – 3:30pm

MEETING MINUTES

Attending: W. Anabel, M. Ankney, D. Bass, C. Cassella, S. Costello, L. Goldman, R. Groeper, R. Howard, T. Lee, S. Loverro, M. Malick, M. Padilla, B. Scane, JL Singer

Absent: M. Demson, J. Luster, J. Massachi, J. Varet, F. Wehbe

Guests: J. Briggs, J. Omahen, L. Schechter

XL. Call to order

President Goldman called the meeting to order at 3:30pm

XLI. Introductions and Public Comments

None

XLII. CLOSED SESSION

The Board of Directors shall recess into Closed Session pursuant to Government Code Section 54956(9)(d)(1), in order to consult with counsel on potential litigation.

XLIII. Approval of meeting minutes (Motion)

September 22, 2016 monthly Board Meeting

September 22, Annual Stakeholders Meeting

Padilla requested a change in the Sept. 22nd Board Meeting minutes, Section V. E. i., CIM Project to read as follows 7007 W. Romaine (LA), LLC. On a Motion by Lee, seconded by Groeper, the Board voted unanimously to approve both the minutes with correction as stated.

XLIV. Committee Reports

UU. Executive Committee (Goldman)

*i. Goldman reported the Ad-Hoc HMD Bylaws Committee has completed their task and should now be dissolved by resolution. **On a Motion by Malick, seconded by Anabel, the Board voted unanimously to dissolve the Ad-Hoc HMD Bylaws Committee.***

ii. Goldman advised the Members of annual December Board Holiday party scheduled for Thur., Dec. 15th at Rao's. The holiday party will be follow the regular monthly December Board of Directors meeting to be held at the LGBT Center.

VV. Executive Director Report (Schechter)

Schechter briefly reviewed the remaining BID Committee meetings schedule for the year. Schechter discussed the Great Streets program and stated that she will submit an HMD application for funding a project at the intersection of Santa Monica Blvd. and Wilcox Ave. intended to provide enhanced identity to Theatre Row.

WW. Finance Committee (Goldman reporting due to Luster's absence)

*Goldman reported that both the Finance and Executive Committees have reviewed and unanimously approved increasing the previous estimated expenditure of \$33,000 to \$35,000 for new security vehicle and all associated costs. **On a Motion by Cassella, seconded by Groeper, the Board voted***

unanimously to allocate up to \$35,000 for the purchase a new security vehicle, Honda CR-V, including all the other associated costs.

Goldman reported that both the Finance and Executive Committees have reviewed and unanimously approved a \$400 donation to LAPD's Senior Lead Officer Eddie Guerra's participation in an MS Fundraiser. ***On a Motion by Groeper, seconded by Loverro, the Board voted unanimously to donate \$400 to LAPD's Senior Lead Officer Eddie Guerra's participation in an MS Fundraiser.***

Goldman reported that both the Finance and Executive Committees have reviewed and unanimously approved the purchase and installation of a surveillance camera system related to BID Security office located at 7000 Romaine St. ***On a Motion by Lee, seconded by Cassella, the Board voted unanimously to allocate \$8800 for a surveillance camera system to be located at 7000 Romaine St.***

Goldman reported that both the Finance and Executive Committees have reviewed and unanimously approved the following re-allocations of 2016 funds: \$71,000 for Theatre Row medallions, up to \$70,000 for anticipated Highland Ave. medians upgrades, up to \$120,000 as a rollover to cover January and February 2017 expenses until first 2017 City Assessment is deposited. ***On a Motion by Cassella, seconded by Groeper, the Board voted unanimously to approve the following re-allocations of 2016 funds: \$71,000 for Theatre Row medallions, up to \$70,000 for Highland Ave. medians upgrades and up to \$120,000 as a rollover to cover January and February 2017 expenses until first 2017 City Assessment is deposited.***

Goldman reported that both the Finance and Executive Committees have reviewed and approved the draft of the HMD 2017 Planning Report. Goldman said a final draft of the Report would be presented at the next Board meeting for approval.

XX. Nominating Committee (Bass)

Bass reported that one additional application has been received for next year's Board of Directors. The applicant Sam Pan represents Avalon Bay Properties.

YY. PLUM Committee (Bass, Wehbe)

Bass reported a discussion about a potential Media District Specific Plan is deferred to the next November 17th Board of Directors meeting. Bass invited all Board members to attend a joint meeting of the PLUM and SAFE Committees regarding the LGBT Center project which will be held on November 3rd at the Musicians Union.

ZZ. Clean & Green Committee (Groeper)

Groeper reported that the BID's new trashcans have been installed. He also mentioned that Schechter has been working on getting bids for tree trimming. Groeper said he would like to reschedule the next monthly Clean & Green Committee meeting to Thur., Nov. 10th, and staff would be following up with the Members regarding this.

AAA. Safe Committee (Cassella)

Cassella reported that our new UPS contract has been finalized and requires a review by David Bass and signature. She also mentioned that the purchase of the new security vehicle will soon be moving forward.

BBB. Arts Committee (Cassella reporting due to Demson's absence)

Cassella reported that achieving a quorum is an issue for the Committee and Members of the Committee will be doing outreach to find new Members.

CCC. Ad-Hoc Website Committee (Singer)

Schechter reported that the Dirango Contract has been signed.

XLV. New Business

None

XLVI. Adjournment

The next Board of Directors meeting will be held on Thursday, Nov. 17, 2016 due to the Thanksgiving holiday.

*There being no further business before the Board,
President Goldman adjourned the meeting at 4:35pm.*

*Respectfully submitted,
Carol Cassella, Secretary
Prepared by Jim Omahen, Operations Manager*

HOLLYWOOD MEDIA DISTRICT BID
Meeting of the BOARD OF DIRECTORS

Musicians Union, 817 N. Vine St., Hollywood CA
Thursday, November 17, 2016 – 3:30pm

MEETING MINUTES

Attending: W. Anabel, M. Ankney, D. Bass, C. Cassella, S. Costello, L. Goldman, R. Groeper,
R. Howard, T. Lee, S. Loverro, J. Luster, M. Malick, B. Scane, JL Singer, J. Varet, F. Wehbe

Absent: M. Demson, J. Massachi, M. Padilla

Guests: T. Emmen, K. Flickinger, A. Fraijo, J. Omahen, L. Schechter

XLVII. Call to order

President Goldman called the meeting to order at 3:35pm

XLVIII. Introductions and Public Comments

None

XLIX. Approval of meeting minutes (Motion)

October 27, 2016 monthly Board Meeting

On a Motion by Loverro, seconded by Costello, the Board voted unanimously to approve the minutes.

L. Committee Reports

DDD. Executive Committee (Goldman)

Goldman reported as of Jan. 1st the Greater West Hollywood Food Coalition feeding program will be relocated to the Hollywood Blvd. Salvation Army location. Goldman told the Members that the December 15th Board meeting will be held at Grub Restaurant.

EEE. Executive Director Report (Schechter)

Schechter reported that the signage restricting oversized vehicle parking along Lillian Wy. Will be put up soon. Schechter also reported that the BID's new trees will be planted after the first of the year. Schechter told the Members that a new HMD website presentation by Dirango will be given at the Jan. 2017 Board meeting.

FFF.Finance Committee (Luster)

Luster reported that BID will be ending the year with in a strong financial position. He reported on US Bank balances and gave 2016 profit and loss totals to date.

GGG. Nominating Committee (Bass)

Bass reported the Slate of Nominees would be presented at the Dec. 15th Board meeting.

HHH. PLUM Committee (Bass, Wehbe)

*Bass said that the PLUM Committee and the full Board had been given presentations regarding the new proposed LGBT Center on Santa Monica Blvd. He added that the joint PLUM/Safe Committee meeting voted unanimously to support the project. **On a Motion by Goldman, seconded by Cassella, the Board voted unanimously to support the new LGBT Center proposed to be built along Santa Monica Blvd at N. Las Palmas Ave.***

*Bass reminded the Members that earlier this year the Board, as well as the PLUM Committee had been given a Media District specific plan presentation by Alfred Fraijo from Sheppard Mullin. Bass emphasized the importance and relevance of specific plans. Bass again introduce Fraijo to those attending, and Fraijo once again explained how a specific plan would be an advantage and of benefit for future development within the BID. Fraijo was questioned as to what would be the first steps in developing a Media District Specific Plan. Fraijo said the first phase would be to set up a structure for the plan, do a general outline and timeline, and to do outreach. Goldman added that a suggested first phase cost would be \$100,000. Goldman suggested deferring any action due to Board questions, however D. Bass requested that a motion be made. **On a Motion by Bass, seconded by Goldman, the Board voted not to approve the motion to approve an allocation of up to \$100,000 to Sheppard Mullin to begin developing a Media District Specific Plan.***

III. Clean & Green Committee (Groeper)

Groeper reported that the work on the Highland Ave. medians would begin with the one median furthest south near Melrose Ave. Groeper also reported that the Clean & Green Committee had recommended addition alley cleaning, and he said there is money the budget for this.

JJJ. Safe Committee (Cassella)

Cassella reported that we have the new security vehicle and soon it will have the HMD applied decals with the BID logo on it, as well as the light bar on top. Cassella also reported that the new UPS contract has not yet been signed. Cassella also reported that the new UPS contract has not yet been signed. Goldman commented that based on the fact that our security team has been underdeployed since February, she believes the BID should consider new security providers.

KKK. Arts Committee (Demson)

No report given.

LLL. Ad-Hoc Website Committee (Singer)

Singer reported that he and Schechter had met with Dirango and progress is moving forward. Schechter said that Dirango will be attending the Jan. 2017 Board meeting and a presentation will be given. It was mentioned that at the next Ad-Hoc Website Committee the matter of developing a new logo for the Media District will be discussed.

LI. New Business

None

LII. Adjournment

The next Board of Directors meeting will be held on Thursday, Dec. 15, 2016, beginning 5pm at at Grub, 911 N. Seward St.

*There being no further business before the Board,
President Goldman adjourned the meeting at 5:10pm.*

*Respectfully submitted by Carol Cassella, Secretary
Prepared by Jim Omahen, Operations Manager*